

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright, 27 Willow Way, Begbroke, Kidlington,
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AGENDA

I hereby give notice that a meeting of Begbroke Parish Council will be held on **Monday 3rd June 2024 at 6.00pm** All members of the Council are hereby summoned to attend consider and resolving upon the business to be transacted at the meeting as set out hereunder:

1 Present:

1.1

Apologies:

1.2

2 Minutes

2.1 The minutes of the Annual Parish Council meeting Tuesday 7th May to be confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1

4 Matters Arising

4.1 Vacancy for a parish councillor – update.

4.2 Trees Fernhill Road obstructing footpath – no update.

5 A44, Highways & Begbroke Science Park

5.1 Pedestrian Crossing – updates.

5.2 Game Fair Blenheim temporary no right turn restriction to apply to the junction with the A44 / Langford Lane, will operate from 26 July 2024 up to and including 28 July 2024, 06:00 to 20:00 each day.

6 Reports from County/District Councillors/Other contributors

6.1 County Councillor – report.

6.2 Cherwell District Councillor – report.

6.3 OALC Report/ CDC report

7 Council Representatives

7.1 BVHMC Report

7.1.1 Draft Play Area report 2023-24 for BVHMC

7.2 Oxford Airport report.

7.3 Four parishes meeting – updates. Next meeting 8th July on Teams.

8 New Business

8.1 Safeguarding policy – discuss.

8.2 New conditions on 2024-25 Zurich insurance policy – review tasks and risk assessments.

9 Planning

9.1 [Search Results - Planning register | Planning register | Cherwell District Council](#)

10 Correspondence (See register for full details of postal correspondence)

10.1

11 Financial Matters

11.1 Balances/Liabilities: £29,149 (Money) Bank Statements : Current £28,046 (26th April Reserve £4,006 Transfer: £0.00 from reserve to current. Liabilities (listed below and outstanding cheques)

11.2 **Income:** Bank interest – TBA;

11.3 **Expenditure**

- 11.3.1 Clerks salary May 2024 £661.19 CN: 1131
- 11.3.2 HMRC PAYE/NI Liability to 22/06/2024 £141.20 CN:1132
- 11.3.3 Clerks Expenses to 16th May 2024 £308.40 CN: 1133
- 11.3.4 N R Prickett Grass Cutting play area invoice 2174 £134.40 CN:1121
- 11.3.5 Baylee Construction, 6 month asset inspection; Bus shelter maintenance; Play area repairs/ £489.00 CN: 1134
- 11.3.6 Other transactions
- 11.4 Quotations/Tenders/Grants**
- 11.4.1 Basketball area extension – quotations.
- 11.4.2 Adult outdoor gym equipment quotation
- 11.5 Bank Matters**
- 11.5.1 On Line banking [Parish Council Funding | Socially Responsible, Ethical Banking \(unity.co.uk\)](#)
- 11.6 Other Financial Matters**
- 11.6.1 Approve amended Accounting Statements 2023-24 Page 5 incorrect transposition of £18904 to £18,940
- 11.6.2 Model Financial regulations – discuss document.
- 11.6.3 Contract of employment for temporary assistant clerk.
- 11.6.4 Accounting software [Scribe - Premium Cloud Software for Local Councils \(scribeaccounts.com\)](#)
- 12 Health and Safety Matters**
- 12.1 Playground inspection reports.
- 12.2 Repairs
- 12.3 Rota: May - Beverly; June - Peter.
- 12.4 Brush- cutter training
- 13 Training**
- 13.1 Requests – chairmanship – next course 2025
- 14 Freedom of information requests/receipts**
- 14.1. None
- 15 Footpaths, Bridleways and Restricted Byway (RUPP)**
- 15.1 Parkers Farm – response sent to OCC
- 16 Village – Natural Environmental Matters**
- 16.1
- 17 Website & Information**
- 17.1 Website review
- 18 Proposed dates of the Next Meeting (s):**
- 18.1 July 8th 2024

Jeffrey Wright – clerk/RFO 28/05/2024

Proposed meeting timetable for 2024-25

Month/Year	Day	Time	Subject of Meeting
2024			
June	3rd	6.00pm	
July	8th	6.00pm	
August	5th	6.00pm	
September	2nd	6.00pm	
October	7th	6.00pm	
November	4th	6.00pm	
December	2nd	6.00pm	Budget Meeting
2025			
January			No meeting
February	3rd	6.00pm	Document reviews
March	3rd	6.00pm	